

**2nd Meeting
of
Academic Council**

PUNJAB TECHNICAL UNIVERSITY

POST OFFICE R.E.C., JALANDHAR - 144 011 (PB.) INDIA
PHONES : (0181) 290079, 297046, 297047 • FAX : (0181) 290079

Ref. No. 02.05.17-29.

Dated 20.1.98

1. Prof. M.S. Maheshwari
Dean, Postgraduate Studies
IIT, Hauz Khas
New Delhi ✓
3. Dr. R. S. Khandpur
Director
Centre for Electronics Design & Technology ✓
Phase VIII, Industrial Area
SAS Nagar, Mohali
4. The Principal
Dr. B. R. Ambedkar REC ✓
Jalandhar
5. The Principal
Guru Nanak Dev Engg. College ✓
Ludhiana
6. The Principal
GZS College of Engg. & Technology ✓
Bathinda
7. The Principal
Baba Banda Singh Bahadur College of Engg.
Fatehgarh Sahib
8. The Principal
Shaheed Bhagat Singh College of Engg. & Technology ✓
Ferozepur
9. The Director
Sant Longowal Institute of Engg. & Technology ✓
Longowal (Sangrur)
10. The Principal
Beant College of Engg. & Technology
Gurdaspur

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Dated

11. The Principal
Adesh Institute of Engg. & Technology
Faridkot
12. The Principal
Guru Teg Bahadur Institute of Engg. & Technology
Chhapianwali (Malout) Muktsar
13. The Principal
Shaheed Udham Singh College of Engg. & Technology
Tangori, P.O. Mote Majra
Via Manauli, Tehsil Kharar
Distt. Ropar 140 306
14. Dr. R.B.Lall Bedi, - Special Invitee
Officer on Special Duty
Punjab Technical University
Jalandhar

Subject: Meeting of the Academic Council

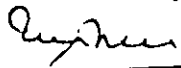
Sir,

The next meeting of the Academic Council under the Chairmanship of Vice-Chancellor, Punjab Technical University, will be held on 29th January, 1998 at 11.00 A.M. in his Chamber. The agenda of the meeting will be as under:-

- 1) Confirmation of proceedings of the First Meeting held on 26th November, 1997;
- 2) To discuss and finalize the schemes of examinations of various disciplines of B. Tech. Degree from 2nd to 8th semester.
- 3) Any other item with the permission of the chair

You are requested to kindly make it convenient to attend the meeting.

Yours faithfully,


(K.K.Dhir) 20.1.98
Registrar

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Ref. No. C2.05.30-42

Dated 22/11/98

1. **Prof. M.S.Maheshwari**
Dean, Postgraduate Studies
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3. **Dr. R. S. Khandpur**
Director
Centre for Electronics Design & Technology
Phase VIII, Industrial Area
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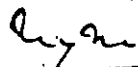
Sir,

This is in continuation of this office letter No. 02.05.17-29 dated 20.1.1998. The following agenda items will also be considered in the meeting of the Academic Council to be held at PTU on 29.1.1998:-

- 1) Faculty Performance Appraisal System
- 2) Quota of NRI seats in Engg. Courses in Guru Nanak Dev Engg. College, Ludhiana

The agenda items are enclosed.

Yours faithfully,


(K.K.Dhir) 21.1.98
Registrar

Encls/as above

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Item No.3: Faculty Performance Appraisal System

Indian Institute of Technology, New Delhi has adopted the Faculty Performance Appraisal System at their Institute. The proforma being used is placed below as Annexure I. It is proposed to follow this proforma for teachers of all the Colleges affiliated to Punjab Technical University.

The matter is placed below the Academic Council for consideration.

PROFORMA —Faculty Performance Appraisal System
July 1, 19 to June 30, 19

me:

Signature:

Host/Centre/Programme:

INSTRUCTIONAL ELEMENT

Teaching Load

I Semester				II Semester		
Course No. & Title	No. of students evaluated	Weekly Load taken L T P	Course No. & Title	No. of students evaluated	Weekly Load taken L T P	

ular to be given below, in respect of any courses above, which are taken for part of a semester:

ations, if any:

Lb

B. Tech & M.Tech. Project Supervision:

Level	Title of Project	Names of students	Name of Co-Supervisor (if any)	Remarks*
B. Tech./ M.Sc.				
M. Tech				

*Mention if industry or hardware related.

Lc

Other Instructional Tasks

(such as lab/course development, instructional software, Education technology packages, sun modular courses, practical training supervision)

ACADEMIC RESEARCH AND PUBLICATION ELEMENT:

(58)

Ph. D. Research Supervision:

Name of Student	Registration - Year and status (FT/PT)	Project Title	Co-supervisor (if any)	Remarks

Publications. Please give information in the tables overleaf and continue on separate sheets in similar tables if the space is insufficient on the following aspects :

- (i) Refereed Journal Research Papers Published.
- (ii) Refereed Conference Research papers (Published)
- (iii) Books, Monographs, Lab or Design Manuals
- (iv) Technical Reports

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II. b (i)

Refereed Journal Papers (Published during the report period.
Information to be given in the order as below.

Authors' names (sequence as in paper), Title of the Paper, Name of Journal, Vol. No. (Year),
nos.

e.g. P. Bajaj, N.K. Jha & R.A. Kumar, 'Effect of Mica on the Curing Behaviour of an Amino C
Epoxy System'-Differential Scanning Calorimetric Studies', J. Appl. Polymer Science, Vol. 40 (1991)
PP. 203-212.

1)

2)

3)

4)

5)

6)

7)

b(ii)

Refereed Conference Research Papers
(Published ones during the report period):

Information to be given in the order as below:

Authors' names (sequence as in paper), Title of Paper, Name of Conference, Place, Year, Page Nos.

e.g. V. Rao & J.M. Kate, "Interface Friction Evaluation of Some Indian Geotextiles", Proc. 4th Int. Conf. on Geotextiles, Geomembranes & Related products, Hague (1990) P. 793.

1)

2)

3)

4)

5)

6)

(ii) **Books, Monographs, Lab or Design Manuals- Authored/Edited**
(Excluding Editing of Conf./Seminar/Workshop Proceedings)

S.No	Title	Publisher - Name & Year	Authors (Same order as in publication)	Remarks (whether autho or edited)

(vi) **Technical Reports (External & Internal)**

S.No	Title of Report	Particulars Sponsored R&D/consul- tancy) Status reports etc.	Authors (Same order as in report)	Remarks (External/In- report

SPONSORED R&D, CONSULTANCY & EXTENSION ELEMENT:

Sponsored Research Projects

Title of the Project	Funding Agency	Financial Outlay	Year of START & total period	Name of P.I. and other investigators	Status (completed or in progress) & Remarks

(ii) Institute Consultancy Projects:

Title of the Project	Client	Total amount	Starting date & period	Name of consultant I/c and other consultants	Status (completed or in progress) & Remarks

III.b) Products/Processes Development and Technology Transfer/Patents:
(Give particulars with names of group numbers involved).

III.c Continuing Education & Special Lectures:

S. No.	Title of Lecture/ Lecture Series	Date, Place and Programme where lectures delivered	Other relevant information

Extension Tasks

as involvement with outside institutes - Network/Joint Projects, International & national
Academies, professional Societies, Industry & Govt. Public, Community Service, Editorial &
writing work, Organisation of & participation in Conferences/Workshops/Seminars/Inplant
courses/Summer & Winter Schools and editing of proceedings)

MANAGEMENT & INSTITUTIONAL DEVELOPMENT ELEMENTS:

(incharge of laboratory/facility/group, chairmanship and memberships of committees, involve in student services, Institute community and administrative assignments)

V. a) **Dept./Centres' Levels:**

V. b) **Institute Levels:** Participation in J.E.E. operation (Please give details about the type of operation carried out by you).

V. a) **MISCELLANEOUS INCLUDING SELF APPRAISAL**
Other work (not included in the form above)

Nomenclature:

Nomenclature of various courses shall have to be based on the Common Philosophy and shall be finalized in a meeting of the Coordinators to be convened shortly.

7th Semester Training:

A base paper is attached(Annexure-I) which may be perused. The paper will be discussed in the next meeting of the Academic Council.

2.3 / **Item No.3: Faculty Appraisal System**

It was decided that Dr. R. C. Bahl, Principal, SBS College of Engg. & Technology, Ferozepur, Dr. D. S. Hira, Principal, SLIET, Longowal, Principal, Adesh Institute of Engg. & Technology, Faridkot and Dr. J.K. Sharma, Beant College of Engg. & Technology, Gurdaspur will send a proforma for Faculty Appraisal System keeping in view the proforma supplied by IIT, Delhi and also keeping in view the relevant activities of Punjab Technical University and thereafter the matter shall be discussed again in the Academic Council. It was also decided that other members of the Academic Council would also send their suggestions to the university, if any, before 10th February, 1998.

The I.S.T.E Hand Book shall also be consulted before finalizing the proforma for being placed before the Academic Council for consideration.

2.4 / **Item No.4: Quota for NRI seats in Engg. Courses in Guru Nanak Dev Engineering College, Ludhiana**

The Academic Council recommended the proposal for providing seats under the NRI / NRI sponsored category for B.Tech programme in all the Engineering Colleges in the State and it was resolved that the State Govt. may be approached accordingly.

2.5 / **Item No.5: Criteria for the staff selection of teaching posts**

The Academic Council, after detailed discussion, noted the criteria adopted by Punjab Technical University to fill up Assistant Professor level positions in PTU. However, the members were of the view that this criteria would differ depending upon the job requirements of each post.

2.6 / **Item No. 6 to 10:**

The remaining items could not be taken up for discussion for want of time and would be discussed in the next meeting of the Academic Council.

The meeting ended with a vote of thanks to the chair.

ANNEXURE-I**PRACTICE SCHOOL SYSTEM FOR INDUSTRIAL TRAINING : PLAN OF ACTION****I - OBJECTIVES :**

1. To make Engineering Education more fruitful and purposeful for the user Organisations.
2. To make students aware of the industrial culture.
3. To infuse confidence in Industry regarding the usefulness of the courses being offered at the Technical Institutions.
4. To afford opportunities of Industrial exposure to the faculty of Engineering Institutions.
5. To encourage the faculty of the technical institutions to take up the industrial problems.
6. To encourage the industrial Houses to use the state of art laboratory facilities of the Institutions leading to resource generation for the Institutions.

II - MAIN REQUIREMENT FOR THE INDUSTRY :

1. Only Industries of repute should be identified for deputing the students.
2. The Industry should have sufficient infrastructure for imparting the training.
3. The staff imparting the training should be well qualified and willing for the job.

III - CONSTRAINTS

1. In Punjab, the number of Industrial Houses which can absorb students for shop-floor training are limited. Eve cannot cater to all the B.Tech. Programmes.
2. Training outside the Campus for six months at a stretch put additional financial burden on the students.
3. The faculty will have to be involved for monitor in of the training programme. So there is requirement additional faculty in each discipline.
4. Industries can accommodate only a few trainees at a time.
5. Industries are scattered far and wide. So, monitoring will be time consuming and additional funds will have to be provided for meeting the TA/DA of the faculty.

IV - METHODOLOGY

1. The first & foremost requirement is to identify industries which will be ready to accept the students in large numbers. So, databases in this regard will be prepared.

2. MOUs may be signed with the willing industries for minimum period of 5 years which will be reviewed after 3 years for further extension of five years or so.
3. Industry will be requested to provide accommodation & stipends to the trainees, as far as possible.
4. Key personnel will be identified to whom the students will be reporting during training.
5. Projects will be identified.
6. Industry / Places of training will be decided keeping in the view the option preferred by the student.
7. The students will be monitored from zones where temporary offices may be opened up for the faculty posted there to make the monitoring possible.
8. A team of the concerned faculty will visit the zone office and evaluate the students and help them in solving their difficulties.
9. A report will be submitted by the students after the completion of training which will be duly evaluated.
10. A final University examination will be held.

V – EVALUATION PROCEDURE

During the period of training, which is 6 months, minimum two tests be conducted, preferably one a quiz type and another a comprehensive essay type. These tests will be conducted jointly by the industrial superiors and the concerned faculty from the Institution, at the place of training. Each test may be of 100 marks. When the training is half way through, i.e., 3 months after the start each student will submit a mid semester report and will deliver a seminar. These will be of 50 marks each. Each student will prepare a comprehensive training report of 100-150 pages. The report will be evaluated by the concerned faculty. It will carry 100 marks. After the completion of training, a comprehensive Viva Voce examination at the University level, will be held of each trainee by a Committee consisting of internal and external examiners. The Viva Voce examination will carry 100 marks.

The details of the maximum marks for 6 months' Industrial training are as under :-

1.	Test – I (Quiz)	- 100 Marks
2.	Test – II (Essay Type)	- 100 Marks
3.	Mid Semester Report	- 50 Marks
4.	Seminar	- 50 Marks
5.	Training Report	- 100 Marks
6.	Viva Voce examination	- 200 Marks
<hr/>		
	Maximum Marks	- 600 Marks
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